

**KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
February 11, 2014**

A meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on February 11, 2014.

MEMBERS PRESENT

Mitch D. Buchanan, Chairman
James A. Chandler, Vice Chairman
Mark G. Oerther
J.R. Bone
Kevin Farris
Robert P. Johnson
Ken Fister
Mark Schmidt

OCCUPATIONS AND PROFESSIONS STAFF

Diana Jarboe, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

MEMBERS ABSENT

None

GUESTS

Bud Wenk
Steve Keeney
Gordon Slone, O&P Executive Director

CALL TO ORDER

Mitch Buchanan, Board Chairman, called the meeting to order at 10:30 a.m.

MINUTES

A motion was made by Mr. Fister to approve the meeting minutes from January 14, 2014. Mr. Farris seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for the month ending January 31, 2014 was reviewed by the Board.

LICENSURE STATUS REPORT

The licensure report was reviewed. There are currently 355 licensed Home Inspectors.

OCCUPATIONS AND PROFESSIONS REPORT

Mr. Slone reported the current events of O&P including the vacant positions of an Administrative Assistant II and a Resource Management Analyst II, as well as the addition of a new Board Administrator, Vickie Logan who is transferring from the Fiscal section of the O&P office. Mr. Slone also reported the continued progress of the database/on-line licensure renewal project, the budget process, and the 2014 General Assembly.

OLD BUSINESS

Mr. Johnson reported that the sample KBHI brochure was in the design stages at this time.

The drafting of the regulations is ongoing. Ms. Jarboe will be working to produce the current applications forms for Mr. Judy to include in the amended regulations.

The Board deferred the discussion about the background checks required for initial and renewal licensure applications to the next Board meeting.

NEW BUSINESS

The Board received correspondence from AHIT that their parent company shareholder, OnCourse Learning, will have a change of ownership on March 1, 2014.

Mr. Buchanan appointed Mr. Oerther to the Board's Complaints Committee. Mr. Oerther has served on the Board's Applications Committee but will transfer to the Complaints Committee, as the Complaints Committee will have two Board member terms expiring this year.

Mr. Slone will request the Governor's office to appoint an individual to the vacant Citizen-at-Large Board member position.

The Board received email correspondence from Randal Hargett, HI-3120 regarding his license expiration date. His license is due to expire on April 30, 2014 which does not correspond with his birth month as required by the licensure regulations. Mr. Oerther motioned for Mr. Hargett to renew his license by April 30, 2014 and for it to expire on the last day of his birth month in 2016. Mr. Chandler seconded the motion and the motion carried.

EDUCATION COMMITTEE REPORT

The Education Committee recommended denial of the following application(s):
Pillar to Post Pre-licensing provider – does not comply with 815 KAR 6:010, section 2(8) and 815 KAR 6:040, section 2(1). Mr. Bone seconded the recommendation and the application was denied.

The Education Committee recommended approval of the following application(s):

KREIA – CE Provider

KREIA CE courses -

Severe Weather Effects on Roofing - 2 hrs

Inspecting Flat Roofing - 2 hrs

Electrical Distribution Systems for the Home Inspector - 2 hrs

HVAC Hands-on Inspection PT 1 - 4 hrs

HVAC Hands-on Inspection PT 2 - 4 hrs

Inspecting Specialty Roofs - 2 hrs

Professional Learning Institute – CE Provider

Professional Learning Institute – CE courses -

CE Basic - 14 hour minimum core curriculum - 14 hours

The Advanced Court/Update Series - 3 hours

The Vocabulary of Inspection - 2 hours

The Business Series - 2 hours

Contracts - Live Update - 3 hours

Contracts - Practical Update - 2 hours

Environmental Issues - 2 hours

Advanced Contracts - 3 hours
Advanced Kentucky Law and Regulations - 3 hours
Advanced Report Writing and Communication - 3 hours
Advanced Standards of Practice - 6 hours
Advanced Manufactured Housing - 3 hours
Business Plans and Purpose Driven Business - 2 hours
Home Inspection Marketing - 2 hours
Rules for Real - 2 hours

INTERNACHI – CE Provider

INTERNACHI CE courses -

How to Inspect For Moisture Intrusion - 8 hrs
How to Inspect Decks - 3 hrs
How to Inspect the Attic, Insulation, Ventilation, and Interior - 14 hrs
How to Perform Roof Inspections - 4 hrs
How to Inspect Pools and Spas - 8 hrs
25 Standards Every Home Inspector Should Know - 5 hrs

Mr. Chandler seconded the motion for the approved applications and the motion carried.

APPLICATIONS COMMITTEE

The Applications Committee recommended the following:

- Renewal applications to be approved – William Cooper, James Curry, Christopher Fleming, Chris Ivy, Darrell Joiner, Benjamin Jurhs, Harold Noble, Ryan Olson, Jeffrey Roll, William Rutledge, Larry Sills, Lovell Andrew Weiss, and Lee Wiard.
- Initial licensure application(s) to be approved – Joseph Bensman
- Approval of the initial licensure application for James Marshall, pending receipt of a clear Kentucky State Police background check and his selection of a Standard of Practice.
- Deferment of the renewal licensure application for Jack Mulkey, pending receipt of a legible and approved home inspection report.
- Deferment of the renewal licensure application for Paul Schwartz, pending receipt of a Kentucky State Police background check.
- Deferment of the renewal licensure application for Donald Thompson, as he is requested to attend the next Application Committee meeting to discuss the home inspection report submitted.
- Renewal applications to be denied – Bart Altman and Stephen Collins for not fulfilling the CE requirements for licensure renewal.

Mr. Oerther motioned to accept the recommendations of the applications committee, Mr. Bone seconded the motion, and the following motion carried.

COMPLAINTS COMMITTEE

Mr. Schmidt motioned for the complaints committee to begin a closed session for review of complaint files at 9:05am. Mr. Farris seconded the motion and the motion carried. The committee

had discussion and prepared their recommendations to the Board. Mr. Bone made a motion to end the closed session and the Complaint Committee meeting at 10:15am. Mr. Farris seconded the motion and the motion carried.

The complaint Committee reported/recommended the following:

- Romancik – ongoing
- 2013-05 – in litigation, ongoing
- 2013-07 –disciplinary action letter mailed to licensee, ongoing
- 2013-15 – private admonishment

Mr. Chandler motioned to accept the recommendations of the Board’s Complaints Committee, Mr. Fister seconded the motion, and the motion carried.

TRAVEL AND PER DIEM

Mr. Bone made a motion to approve the travel and per diem for members attending today’s meeting. The motion, seconded by Mr. Farris, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, March 11, 2014 at 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Bone made a motion to adjourn at 11:50a.m. The motion was seconded by Mr. Schmidt and carried.